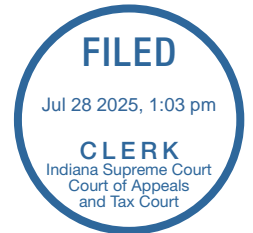


In the  
**Indiana Supreme Court**

In the Matter of the Approval of Local  
Rules for Shelby County

Supreme Court Case No.  
25S-MS-194



**Order Approving Amended Local Rule**

The Judges of the Shelby Circuit and Superior Courts request the approval of an amended local rule for court reporter services in accordance with Administrative Rule 15. Attached to this Order is the proposed amended local rule.

Upon examination of the proposed rule amendments requested by the Shelby Circuit and Superior Courts, this Court finds that the proposed amendments to LR73-AR15 Rule 1 comply with Administrative Rule 15, and, accordingly, should be approved.

IT IS, THEREFORE, ORDERED by this Court that amended Local Rule, LR73-AR15 Rule 1, for the Shelby Circuit and Superior Courts, set forth as an attachment to this Order, is approved effective upon the date of this Order.

Done at Indianapolis, Indiana, on 7/28/2025.

A handwritten signature in black ink that reads "Loretta H. Rush".

Loretta H. Rush  
Chief Justice of Indiana

## **LR73-AR15 RULE 1 COURT REPORTER SERVICES**

### **1.1 Definitions**

The definitions contained in Administrative Rule 15(B) are adopted for use in this Rule and control any question of interpretation. For the purposes of this Rule, the Regular Hours worked by the Court Reporting Staff shall be Monday through Friday from 8:00 a.m. until 12:00 noon and from 1:00 p.m. until 4:00 p.m. or as otherwise ordered by the Court. The Work Week shall be a seven day period beginning on Sunday and ending on Saturday of each week and shall contain thirty-five (35) hours for which salaried compensation shall be paid.

### **1.2 Compensation**

The Court Reporter shall work under the control, direction and direct supervision of the Court during all hours of employment and shall be paid an annual salary for regular hours worked during a Work Week. The salaries shall be set by the Court and approved by the County Council. Gap Hours (the 5 hours between 35 and 40 hours per week) shall be compensated by time off from work in an amount equal to the number of Gap Hours worked or by payment of regular time as directed by the court. Overtime Hours shall be compensated in an amount equal to one and one-half (1 ½) times the number of Overtime Hours worked in excess of 40 hours per week.

### **1.3 Duties and Responsibilities**

The duties of a Court Reporter shall include Reporting the evidence presented in Court proceedings; Preservation and storage of reported testimony and any physical evidence presented in Court proceedings; Preparation of Chronological Case Summary entries at the direction of the Court and providing notice thereof as required by the Rules of Trial Procedure; Preparation of written documents to effectuate the rulings, orders and judgments of the Court or to comply with the Rules of the Indiana Supreme Court; Preparation of transcripts of evidence presented in Court proceedings requested pursuant to the Rules of Trial Procedure; and, Such other functions and responsibilities as required by law or the Court for its effective administration.

### **1.4 Maximum Per Page Fee**

- 1.4.1 A Court Reporter shall not charge more than the following per page:
  - 1.4.1.1 \$8.00 for a transcript of evidence for appealed cases. The Court Reporter shall submit a claim directly to the county for the preparation of any county indigent transcripts of evidence.
  - 1.4.1.2 \$8.00 for state/county indigent transcript of evidence for appealed cases;
  - 1.4.1.3 \$8.00 for civil transcripts of evidence for appealed cases;
  - 1.4.1.4 \$8.00 for non-appeal transcripts;
  - 1.4.1.5 \$7.00 for deposition transcripts and \$1.50 for copies if Reporter elects to use Court facilities, equipment and/or supplies in the exercise of her private practice;
  - 1.4.1.6 \$13.00 for expedited transcripts. If the requestor needs the transcript in 20 days or less, it is considered expedited.
  - 1.4.1.7 \$1.75 for copies of transcripts.

2. In addition to the page charges the Court Reporter shall be allowed \$15.00 for each physical device provided and \$5.00 for each copy emailed.
3. Court Reporter's Certification fee for transcripts shall be \$10.00.
4. Each Court Reporter shall annually report all compensation received for transcripts to the Indiana Supreme Court Division of State Court Administration.

### **1.5 Private Practice**

- 5.1 A Court Reporter may elect to engage in the private practice of recording of and preparation of deposition transcripts. Such activity, regardless of whether the deposition concerns a case pending before the Court, shall be conducted outside of regular working hours. If a Reporter, in the exercise of such private practice, utilizes, with the consent of the Court, Court facilities, equipment and/or supplies, the Reporter shall reimburse the Court for such usage pursuant to a written agreement between the Court and Reporter.
- 5.2. Such agreement shall establish the:
  - 5.2.1 Reasonable market rate for the use of equipment, facilities and supplies;
  - 5.2.2 Method by which records are kept for the use of the same; and,
  - 5.2.3 Method by which the Reporter shall reimburse the Court for such usage.